

Burns Harbor Sanitary Board
Minutes of Wednesday, January 15, 2020

The Burns Harbor Sanitary Board met in its regular session Wednesday, January 15, 2020 in the Town Hall. The meeting was called to order by President Toni Biancardi at 7:03 p.m.

The Pledge of Allegiance was recited.

Roll Call:

Toni Biancardi..... Present
Jim Constantine Present
Rick Balunda..... Absent
Wilbur Oudman..... Present
Vacant Seat

A quorum was attained.

Also present were Attorney Clay Patton, Sanitation Superintendent Bill Arney and Deputy Clerk Corinne Peffers.

There were no audience members in attendance.

Nomination of Officers/Reorganization

Constantine made a motion to appoint Toni Biancardi as President of the Sanitary Board for 2020. Oudman seconded the motion. Motion passed by all in favor vote.

Constantine made a motion to appoint Wilbur Oudman as Vice President of the Sanitary Board for 2020. Oudman seconded the motion. Motion passed by all in favor vote.

Approval of Minutes

Constantine made a motion to approve the Minutes of November 20, 2019. Oudman seconded the motion. Motion passed by all in favor vote.

Correspondence

None.

Sanitary Report

The board reviewed the report and there were no questions. Superintendent Arney informed the board that he has still been working with the engineers on investigating new reporting and control software for the lift stations that currently have Scadata. Also, we are still waiting on the wire looms and contacts for the Phase Perfect.

Wastewater Treatment Plant Report

No one was present to represent ArcelorMittal, nor was a report provided.

Engineer Report

Engineer Hicks was not in attendance and there is nothing to report.

Old Business

Board Membership

Biancardi informed the board that there are three people interested in serving on the board, Kevin Tracy, Daniel Marsh and Keith Farrington. She suggested that two of the current board members set up a time to meet and talk with the interested people sometime this month so a recommendation of appointment can be made to the Town Council at its February meeting. Biancardi with coordinate with Oudman and Constantine to see who will meet with the interested people and when.

New Business

Global Engineering Contract 2020

Biancardi informed the board that she briefly spoke with Engineer Shem Khalil with Global to confirm the contract was the same as last year's and that nothing, including the prices, had changed. Khalil confirmed.

Oudman made a motion to approve the Professional Services Agreement for 2020 with Global Engineering. Constantine seconded the motion. Motion passed by all in favor vote.

Rate Study

Biancardi said an ordinance was just passed to change the rate study from every two years to every four years beginning this year. We need to contact Baker Tilly and ask them for a quote to do the rate study.

Oudman made a motion to get a proposal from Baker Tilly for a sewer rate study in compliance with federal, state and local code. Constantine seconded the motion. Motion passed by all in favor vote.

Write-off Uncollectible Accounts

Peffer presented the board with three delinquent sewer accounts that are uncollectible: \$175.24, \$179.32 and \$134.49 for a total amount of \$489.05.

Constantine made a motion to write-off delinquent sewer accounts 1068 01, \$175.24; 1092 01, \$179.32; and 1383 01, \$134.49 totaling \$489.05. Oudman seconded the motion. Motion passed by all in favor vote.

WWETT Conference

Superintendent Arney submitted PO 2753 for a hotel reservation for the WWETT Conference in Indianapolis for him and Laborer Rob Wesley.

Biancardi asked if the all the classes they were taking are focused on Sanitary and Storm and Superintendent Arney confirmed.

Superintendent Arney said this the same conference he has been attending annually. The first two days of the conference are geared more towards plumbing and septic systems and the other three days are geared towards municipalities and sanitary systems.

Oudman asked Arney if he will be absent from the next Sanitary Board meeting on Feb. 19, 2020 because he will be attending the conference and Arney confirmed.

Constantine asked if we need to make a motion to cover their wages while they are at the conference.

Biancardi said this is training that we need and training that has been budgeted and I feel like, for record keeping purposes, that it is good for this board to say that we are giving approval for Bill and Rob to attend and cover wages.

Superintendent Arney said we have never had to approve the wages while we are in school before for sanitary, but what that was before was when we go to the fire department conference, then we ask for you to cover wages because it's not 100% sanitary, although we do try to take things that apply. I take a lot of administrative classes. Rob normally tries to do something for confined space or now he is looking at a lot of building tactic stuff too.

Constantine made a motion to approve PO 2753 for hotel reservations and travel expenses for Superintendent Arney and Laborer Wesley to attend the WWETT Conference February 19-20, 2020 in Indianapolis. Oudman seconded the motion. Motion passed by all in favor vote.

The class registrations were \$235.00 per person and have been paid for already.

Constantine asked if we have a credit card to pay for expenses during travel.

Superintendent Arney said we do and Wesley also has one. They sign them in and out with the Clerk's office.

Oudman made a motion to cover regular sanitary wages for Superintendent Arney and Laborer Wesley while they attend the WWETT Conference February 19-20, 2020. Constantine seconded the motion. Motion passed by all in favor vote.

Approval of Claims with three (3) or more signatures

Oudman made a motion to approve the claims with three (3) or more signatures. Constantine seconded the motion. Motion passed by all in favor vote.

Spending Review

The board reviewed the report and there were no questions.

Delinquencies

The board reviewed the report and there were no questions.

Biancardi noted that we have changed the water shut off schedule to avoid shut offs in December. Peffers confirmed that they will occur during odd months this year.

Flow Report

The board reviewed the report and there were no questions.

Good of the Order of the Community & Any Other Business

None.

Announcements

The next meeting will be held at 7 p.m. on Wednesday, February 19, 2020.

Adjourn

Oudman made a motion to adjourn at 7:32 p.m. Constantine seconded the motion. Motion passed by all in favor vote.

Submitted by: Corinne Peffers, Secretary

APPROVED February 19, 2020

Toni Biancardi, President

Corinne Peffers, Secretary